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23 June 1953

MEMORANDUM FOR: The CIA Career Service Board

FROM: The Professional Selection Panel

SUBJECT: The Process of Selecting New Career Employees

REFERENCE: CIA Career Service Board memorandum dated 27 May 1953

1. In reference memorandum the Board instructed the Panel to revise its report of 17 April 1953, taking into consideration the comments of the Office Career Service Boards, and to resubmit to the Board its recommendations concerning the process of selecting new career employees.

2. A sub-committee of the Panel prepared and submitted to the Panel a paper (Tab A) in which it endeavored to combine the policy and procedural aspects of this matter. At a special meeting held on the evening of 16 June 1953, the Panel and its advisors discussed this paper. Several of those present expressed strong disagreement with certain aspects of the paper, which, for that reason, is not now being submitted to the Board as a recommendation of the Panel.

3. Among the comments concerning the paper, the following stand out as the most salient:

a. Several persons, including the advisors from the Security Office and the Personnel Office, expressed the view that an effort should be made to strengthen and improve existing procedures rather than creating new and possibly duplicate procedures to correct any present weaknesses. In line with this comment, the Panel is requesting the Personnel Director to recommend specific actions which can be taken to improve existing procedures (Tab B).

b. Several persons agreed with the advisor from the Security Office who objected strongly to the suggestion contained in Comment "C", paragraph IV of the paper, on the ground that extensive dissemination of such information is contrary to good security practice and that the procedure suggested would involve a heavy and unnecessary workload. Others present felt equally strongly that means should be found to make available to the employing office all "administrative" information concerning a prospective employee, whether or not the information is judged by the Security Office to be adverse.

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c. Another comment on the paper concerned the failure of the suggested procedure to make full use of the Office Career Service Boards in the process of selection.

4. The Panel regrets that it is unable to submit definite recommendations to the Board at this time. It is intended that a new paper will be drafted as soon as the Personnel Director has furnished the suggestions requested in Tab B. Meanwhile, it was felt that the CIA Career Service Board could assist the Panel considerably by commenting formally or informally on the attached paper.

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/s/



Chairman

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